

# PTCA Board Meeting Minutes

## May 15, 2017

The May 15, 2017 PTCA Board Meeting was called to order at 6:01 pm. Board members present were: Ray MacPherson, Ken Wright, Tae Kwon, Gary Brackett, Jeanette Fournier, and Jean Kampen.

President's Report – President had no report.

Secretary's Report – Meeting minutes from March 1 Special Meeting, March 20 Regular Meeting, March 20 Special Meeting, and March 29 Special Meeting were read. Motion made, seconded and approved to accept minutes of the meetings. There was no April Board meeting; the Board had a study session to discuss processes and a short Executive Session.

Motion to approve Amendment #16 transferring garage #19 from Unit 108 (Browder) to Unit 301 (Howard). All documents are in place; motion seconded and approved.

Treasurer's Report – The treasurer's report was given. Motion made, seconded, and approved to accept the Treasurer's report as given.

Manager's Report – Have a payoff of account that was in payment plan – was a surprise payoff. Lots of moves since last time. Unreported cat – letter sent. Parking log is way out of date. No change in rental list. Three violation letters sent. Have a garage storage application but incomplete.

### Committee Reports

- Maintenance/Landscape – Big crash at end of building. Boulders are moved back and rocks are re-arranged. It will cost less than \$200 to fix. Arnold's office – new lights are finished and small refrigerator has been purchased. His room is cleaned out.
- Social Committee – Nothing on the horizon yet.
- Interior Design – All done for now.
- Security – Car prowled; but car was not locked and there were things in there.
- Budget & Finance – Audit was done. Taxes are filed. We separated CDs to make sure we were in compliance with FDIC. We need to verify move in and move out fees. There were minutes missing. Motion to approve 2016 audit and authorize President, Treasurer, and Management Company to sign appropriate documents. Motion seconded and approved.
- Update on Moves In/Out – 5 moves; 6 furniture and 12 contractor days. We are looking for additional Move Monitors; let Jeanette know if you are interested. We are working on procedures and will have those in final form.
- Bookclub – May 25<sup>th</sup> – “Heartbreak Hotel” by Jonathan Kellerman. July 6 – “The Tomb” by F. Paul Wilson. August 17 “Deep Blue Good-By” by John McDonald.
- Newsletter – Nothing to report.
- Governmental Affairs – Letter sent to COT & Director of Pierce County Health Department regarding the homeless camps. About a week later, action was taken. Other residents have written and called regarding the homeless. Gary recommended we remain involved. Maybe have Social Committee host an open forum of the candidates for City Council. Mayor declared Emergency proclamation to help with the homeless issue.
- Goodwill Donations and Post Office Donations – Kay negotiated with Goodwill to come over for another year. The wall in the garage was loaded – it took the workers an hour to

go through all the stuff. Was very successful. Post Office Donations – they collected on Friday so it didn't look like we had much on Saturday. That was successful too.

#### Old/Unfinished Business

- Elevator Up-Date – Still in Jeanette's court to correct paperwork; should be done soon.
- No Trespass signs will be installed soon.
- NE Soldier Wall Up-date – Original plan was to have old blocks removed and replaced. Plans were shown to two contractors. One suggested we build the wall inside the existing blocks. Two contractors are preparing bids for both plans 1) remove and replace or 2) build inside existing. Close to having some quotes; will take the best scenario to the City to get a building permit. That will go back to the contractors and should have a firm quote. Then we can vote on getting it started.
- AES Geotech Proposal for slope by Compactor – The fence is leaning; an engineer came out to give overview of what is there and to give quote. No evidence anything is wrong. No reason to proceed with a \$7,000 expense to dig holes and see what's down there.
- Update Parking Lot and P1 & P2 Asphalt Maintenance and Striping – Getting sealing, striping and asphalt repair quote; start at east garage door and go around front and by the garages. Will get a quote for striping P1 and P2 garages. No hard numbers yet.

New Business – None.

#### Announcements –

- Still seeking volunteers for Government Affairs Committee.
- Parking stickers will be distributed Saturday morning.

#### Open Forum

- Two plastic notice holders in elevators and near the mailboxes.
- Elevator stickers – Jeanette will get this handled as soon as she can. We did get a couple fines; we were in dispute with the elevator company. The big fine was settled by the Board and elevator company; we got some compensation from them in reduced fees. We will not extend our contract with them. There are other companies and we have looked at some and have quotes. We are stuck with Tyssen Krupp until March 31, 2020.
- Problem with outside parking and garage parking for handicapped.
- Problems with contractors – coming in the wrong areas and leaving messes. Especially for new residents. Jeanette is happy to go through processes, etc. with new owners.
- Elevator issues and other open issues need to be on the Board agenda every month.
- Faucets outside need locks.
- Car decal list is out of date. Tae will take care of that.
- Will provided a list of violations.
- LED lighting progress – nothing yet. Work in progress.

Motion, seconded and approved to move into Executive Session at 7:21 pm to discuss personnel issues and collection issues.

There being nothing to report or vote on from Executive Session, moved to adjourn at 7:45 pm.

Respectfully submitted,

Jean Kampen, Secretary